

27 June 2025

Dear Parents and Guardians,

I thank you for your patience regarding some issues we discovered with our online reporting platform – SEQTA Engage. As of the 27th of June – this issues have since been rectified and we will now look to provision all families onto SEQTA Engage so that we can send home reports via this platform as originally planned. For any families who are unable to provision onto SEQTA Engage – we will print off your child's report and send it home on the last day of Term 2 (Friday the 4th of July). We are aiming for all families to provision to SEQTA Engage by the end of Term 2.

This afternoon, at approximately 12:30pm – you should have received an email with a setup link and instructions on how to setup your SEQTA Engage Account. The link was sent to the email address we have on file for you, and this link will expire in seven day time (approx.. 12pm on Friday the 4th of July). If it appears that you have not received this link, please check your junk mail folder.

PLEASE NOTE: Your child's Semester 1 report for 2025 will be released next week on Friday the 4th of July. Further information of when will be shared next week via Seesaw.

If you encounter any issues with setting up your SEQTA Engage account, please contact Acting Deputy Head of Campus, Josh Page: jpage@stpats.catholic.edu.au or email seqta@stpats.catholic.edu.au

Further details about how to register, how to download the SEQTA Engage app (App Store / Google Store) and how to access your account through a web browser are included below.

Thank you to those families who have already actioned the registration link and have setup their SEQTA Engage account – I will monitor the registrations over the weekend and early next week and follow up with any families who appear to be having difficulties registering to offered assistance.

Kind regards,

Josh Page
Acting Deputy Head of Campus

SETTING UP YOUR ACCOUNT AND ACCESSING SEQTA ENGAGE THROUGH A WEB BROWSER

Step 1: Open the **Welcome to SEQTA Engage!** email.

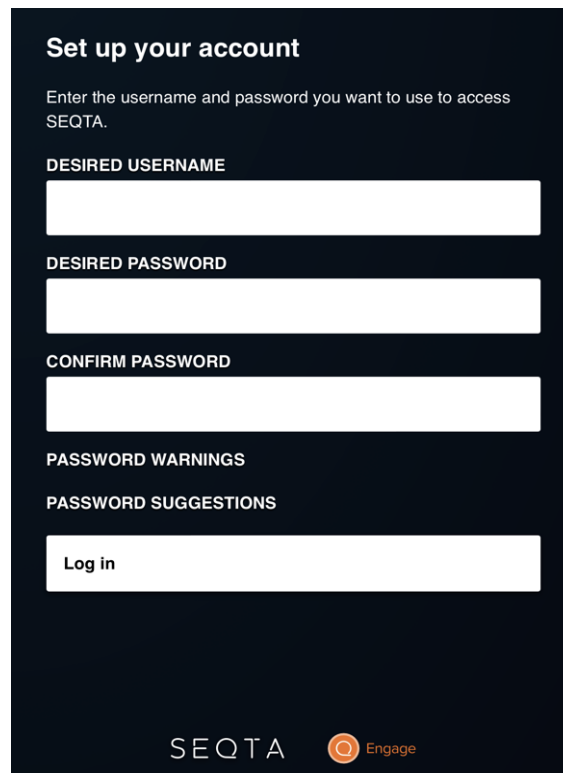
Click on the **Set up your account now** link.

Step 2: The SEQTA Engage website will open on your internet browser, as displayed below.

You will be prompted to enter a **Desired Username**. Please use your email address as your username.

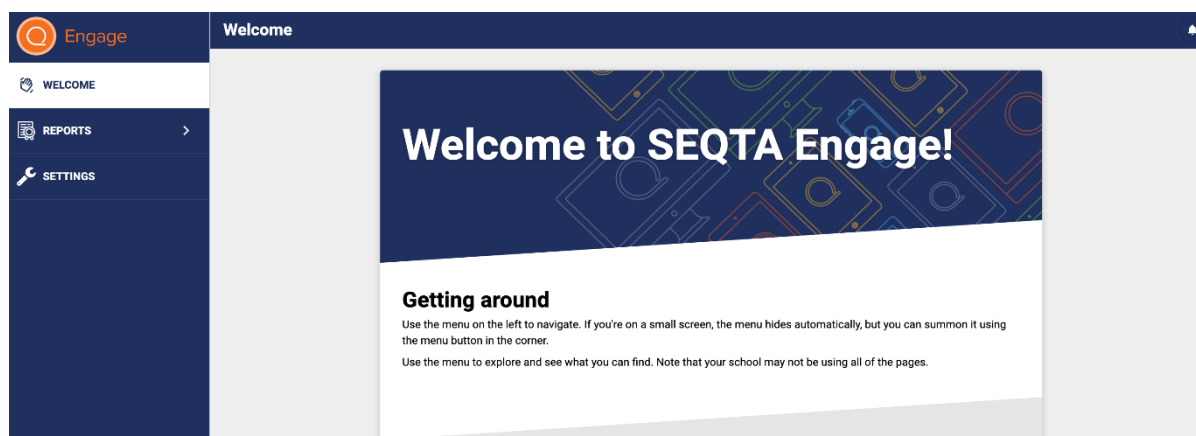
Enter your **Desired Password** and **Confirm Password**.

Click **Log in**.



The screenshot shows a dark-themed web form titled "Set up your account". Below the title is a subtitle: "Enter the username and password you want to use to access SEQTA." The form contains several input fields and sections: "DESIRED USERNAME" with a text input field, "DESIRED PASSWORD" with a text input field, "CONFIRM PASSWORD" with a text input field, "PASSWORD WARNINGS" (a section header), "PASSWORD SUGGESTIONS" (a section header), and a "Log in" button. At the bottom of the form, the "SEQTA" logo and the "Engage" logo are displayed.

Step 3: Once logged in, you will be directed to the **Welcome Page**, as displayed below. A menu panel is located on the left-hand side of the page. Later this term, you will be notified via SeeSaw when your child's report has been made available. At this time you can click on the **Reports** tab, which will then display a PDF report card that you can view, download, save and print.



You can access SEQTA Engage via a web browser at any time:

<http://engage.stpats.catholic.edu.au>

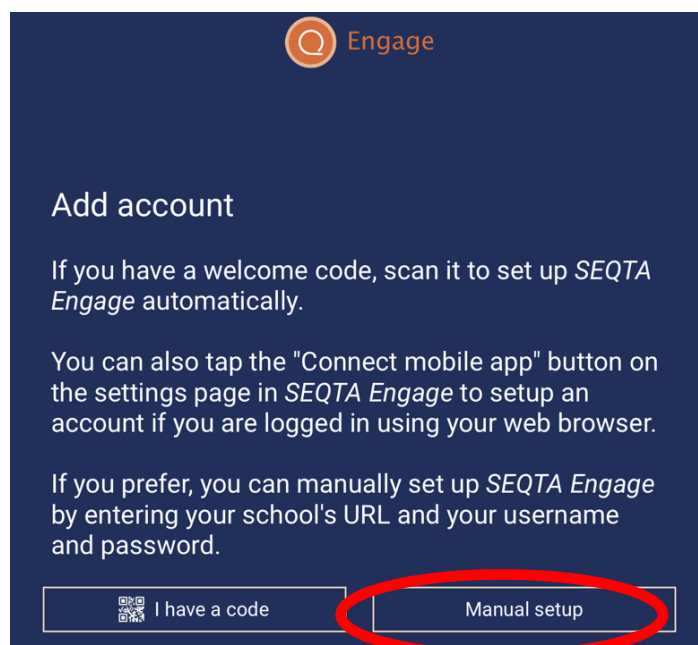
ACCESSING SEQTA ENGAGE THROUGH THE APP

Step 4: After you have created your SEQTA Engage account, you can visit the Apple or Google Play store to download the **SEQTA Engage** app.



Step 5: Once downloaded, open the app. You will be prompted to **Add Account**.

Select **Manual Setup**.



Step 6: Enter the unique SEQTA Engage URL for St.Patrick's Special School:

<http://engage.stpats.catholic.edu.au>



Step 7: Enter the username and password that you created in **Step 2** to access SEQTA Engage via the app.